

16 FAM 450 EMPLOYEE CONSULTATION SERVICES (ECS)

*(CT:MED-6; 07-27-2009)
(Office of Origin: MED)*

16 FAM 451 ESTABLISHMENT AND AUTHORITY

*(CT:MED-6; 07-27-2009)
(Uniform/State/USAID/BBG/Commerce/Foreign Service Corps–USDA)
(Applies to Civil Service and Foreign Service Employees and Eligible Family
Members)*

The Employee Consultation Services Division (ECS) within the Office of Medical Services (MED) was established by a Memorandum from the Secretary of State on guidelines from the Department of Health and Human Services (HHS) Personnel Instruction 792-2, Employee Counseling Services, issued on August 13, 1982.

16 FAM 452 PURPOSE

*(CT:MED-6; 07-27-2009)
(Uniform/State/USAID/BBG/Commerce/Foreign Service Corps–USDA)
(Applies to Civil Service and Foreign Service Employees and Eligible Family
Members)*

Foreign Service and Civil Service employees and their eligible family members and those of participating agencies can face problems both inside and outside the workplace environment which may impact upon job performance. Physical and emotional illness, job stress, marital and family concerns may affect any employee. Foreign Service employees and their families may be confronted with additional stressors related to frequent moves, separation from extended family, and living with the threat of terrorism.

16 FAM 453 RESPONSIBILITIES

(CT:MED-6; 07-27-2009)

(Uniform/State/USAID/BBG/Commerce/Foreign Service Corps–USDA)

(Applies to Civil Service and Foreign Service Employees and Eligible Family Members)

Employee Consultation Services:

- (1) Provides crisis intervention, problem assessment, and brief counseling and referral services;
- (2) Offers confidential services to all Foreign Service and Civil Service employees and their family members of the Department of State and USAID;
- (3) Has licensed clinical social workers who will assist, confidentially, individuals experiencing difficulties; and
- (4) Ensures that its confidential records do not become a part of an employee's medical or personnel file. Clients have the right to inspect their records either on request or through Privacy Act procedures.

16 FAM 454 THROUGH 459 UNASSIGNED